

Approved at the March 27, 2007 meeting

Flathead County Solid Waste District
Board of Directors Meeting
February 27, 2007 – **5:00 pm**
Landfill Office

1. Roll Call

Board Members present: Mike Eve, Chair; Nathan Sande, Vice Chair; Nancy Askew, Board of Health; John Helton, Member at Large; Dale Lauman, County Commissioner; Hank Olson, City of Kalispell and Bill Shaw, City of Columbia Falls.

District Staff present: Director Dave Prunty and Recording Secretary Deborah Morine.

Attendees: Turner Askew, Carlo Arendt, Scott Mason, Mayre Flowers and Paul Coats.

2. Introductory Remarks from Chairman

Mike thanked everyone for attending and stated that it is time to nominate the Chair and Vice Chair.

a. Nomination of Chair and Vice Chair

Mike asked if there were any nominations for Vice Chair. Hank Olson nominated Nathan Sande for Vice Chair and Mike Eve Chairman. There were no other nominations.

Mike asked for a motion.

Hank Olson moved to elect Nathan Sande as Vice Chair and Mike Eve as Chair. Nancy Askew seconded. Motion passed.

3. Comments from public

Scott Mason introduced himself and Carlo Arendt from Hydrometrics, said they would be happy to answer any questions the Board may have regarding the Groundwater Monitoring Bid Proposal.

Mayre Flowers updated the Board on the WasteNot Project. She said she has talked with the Montana Department of Environmental Quality about an e-waste collection event this spring/summer but no date has been set. Mayre said she they are working on community outreach and promotion of the event as well as gearing up for the upcoming Commercial Hazardous Waste event that will take place at the landfill again this June. She also mentioned that the glass pulverizer is making its rotations around the state, but does not know when it will be scheduled to come to our area. She would like an analysis to determine if purchasing a local community glass crusher would be a viable option. Marketable uses for crushed glass need to be established.

Mayre stated that the WasteNot school grants are moving forward in Lakeside, Marion and Muldown schools. These schools are implementing composting and recycling programs.

4. Approval of the Board Meeting Minutes for January 23, 2007 - **Action Required**

Hank Olson moved to adopt the minutes of January 23, 2007. Nathan Sande seconded. Motion passed.

5. Action Agenda

a. Recommendation for Groundwater Monitoring Request for Proposal

Two local firms responded to the Request for Proposal/Qualification for Groundwater Monitoring services at the landfill. Hydrometrics, Inc., has teamed up with the current hydrogeology firm, PBS&J and Applied Water Consulting has teamed up with Geomatrix. The Hydrometrics team is lead by Scott Mason and Applied Water is lead by Roger Noble.

Mike Cullinane, with Bryan A. Stirrat and Associates, helped Dave with interviews of both firms on February 9th. They asked both Scott and Roger to come to the interviews and they asked for clarification and more detailed information on their proposals. Both Mike and Dave then independently scored each firm on their proposals and then compared their findings. Both rated the proposal from the Hydrometrics/PBS&J team as the better firm for the District's needs. The RFP was based around the need for routine groundwater monitoring services, non-routine services and special projects. They believe the Hydrometrics team was more innovative in their ideas about potential issues that the District is currently dealing with and that the experience of the teaming arrangement proposed by Hydrometrics and PBS&J is stronger.

Hank Olson made a motion recommending the District retain Hydrometrics, Inc., as the District's hydrogeology firm and authorize the Director to execute a three year contract with the firm to provide hydrogeological services as detailed in Hydrometrics proposal dated January 12, 2007. John Helton seconded. Motion passed.

b. Motion to approve and execute Solid Waste Director Contract

Dave's current contract with the District expires on April 30, 2007. There is a 60 day notification clause for both parties if the contract is to be renewed or not. The County Commissioners have begun negotiations with many of the County Department Heads that are on the same contract deadline. Dave met with the Commissioners on February 16th opening the negotiations for a renewal of his contract with the District.

The County Human Resources Department performed a salary survey this winter with other Cities and Counties that have a position similar to the Solid Waste Director. That survey is attached. The Commissioners have offered the current salary of \$62,192.29. There would be a cost of living adjustment in July to that wage, assuming the Commissioners agree to a COLA for all County employees.

Dave prepared a list of major accomplishments over the current contract period and provided it to the Board Chairman Mike Eve. Dave has also included a list of major goals that he hopes to accomplish in the next time period of his contract with the District. Mike

prepared a memo based upon this list and he and Dave reviewed it as a performance evaluation for the Director's position. This review was also provided to the County Commissioners at the negotiations. Dave has asked for a merit increase to his salary of \$6,000.00 (including COLA for this July). He believes that based upon the salary survey conducted by the HR Department, this increase would keep him in step with other operations close to our scope and magnitude in the State.

The Board read through the contract and discussed the content.

Mike Eve asked for a motion to accept the Solid Waste Director Contract as presented.

**Hank Olson moved to accept the Solid Waste Director Contract as presented.
Nathan Sande seconded. Motion passed.**

6. Director's Report

a. Assessment and Tonnage Rate Adjustment for Fiscal Year 2007/2008

Last month the Board discussed the five year capital improvement plan (CIP) that has been prepared for Flathead County. The District plan showed a sharply declining balance of finances in three to four years. To offset that trend, the District will need to increase the landfill assessment and the disposal rate at the gate.

Dave asked Miral Gamradt, of MDG Consulting who prepared the County CIP, to help create a spreadsheet that would allow staff to analyze different rate scenarios compared with increasing the total units assessed and the increase in tonnage that occurs. This computer program allows us to analyze the overall financial picture of the district as we implement the CIP and our normal operating expenses. Four of the important sheets from the program are included to help with discussion. It appears that for the next few years a rate adjustment increase of two percent (2%) for the assessment and two percent (2%) for the gate rate will help the District maintain its current level of reserves through the operating year.

Dave has asked Jon Smith with the County Attorney's Office to review the ability to increase the rates for multiple years through one rate process. Other jurisdictions in the valley have done it for their sewer districts. Jonathan does not believe that the District should approach annual increases this way based upon his interpretation of the statutes. His recommendation is to approve a larger increase percentage than an annual amount and then make that last two to three years.

Mike stated he would prefer increasing rates annually as apposed to a large increase lasting 2 or 3 years. The Board discussed different scenarios and asked Dave to provide a summary next month with 2 and 3 year intervals.

b. Fee Waiver Policy for the District

After reviewing the files for a written policy regarding the ability for disposal fees to be waived by the District, we do not believe a policy was ever finalized by the Board. We have been working under current precedence that has allowed the disposal fees to be

waived for community clean up events that typically occur in the spring in the valley (Kalispell, Whitefish, Columbia Falls and Bigfork). These events must be non-profit and for the good of the community. The thought being that this refuse was mostly generated by the households anyway and would have been covered under the assessment system. Typically, the local haulers provide a roll-off container free of charge and the District has waived the disposal fees.

We have included some language in your packet about the requirements that must be met to waive the disposal fees. Dave recommends that we have a resolution prepared for your review and approval that would finalize this policy.

The Board asked Dave to draft a policy that will specifically address what qualifies for a fee waiver and present it to the Board at next month's meeting.

c. West Glacier Landfill

The County Commission voted on February 20th to keep the West Glacier Landfill property. They also agreed to the request from the County Parks Department to use and maintain the property for a public park. The Solid Waste District will be responsible for any erosion repair and maintenance for the next two years while the vegetative layer becomes established. After that the maintenance will be minimal. The Parks department is planning on using the area as a rest and picnic area for residents and tourists.

d. Disposal Road Construction

This spring approximately 500 feet of the access road from Highway 93 towards the landfill will be under construction. The job will include removing the existing road section and replacing it with 16 inches of aggregate base and a five inch asphalt section. The Montana Dept. of Transportation will be performing the work at the intersection of the road and the highway. There will be two turn lanes exiting the landfill and one lane coming from the highway to the landfill entrance. This work will be completed by Schellinger Construction as part of the highway construction and will be paid for by highway funds.

Bids were due on February 27th and an approval and award of the job will be scheduled for the March 27th meeting. This work should be completed by June 30, 2007, barring major weather delays.

e. Refuse Operations

Operations proceeded well for January. Tonnage/Volumes are shown below:

	<u>January</u>
Total MSW to landfill	8,222.27
Total Appliances Collected	833
Junk Vehicles Collected	16
Truck Trips to Landfill	490
Refuse tons/trip	5.99

f. Flathead County Re-Use Center

Paul Coats from Whitefish is here to provide an update to the Board regarding his idea to use the ADANAC Kennels building as a re-use center for materials that would have been disposed of in the landfill.

Paul gave an overview to the Board. He said there would be no money exchanged, as it is a free service; if you need it, take it. He stated that the Boy Scouts would be interested in helping clean up the building and readying it for use. Paul has talked with Youth Court Services and said the facility could be used as a community service outlet for them, with supervision. Mayre Flowers said that she would like to see some coordination with Habitat for Humanity in obtaining building supplies etc. Discussions ensued.

The Board decided to hold plans of demolishing the building and allow Paul to draw up a proposal. Dave said he would help Paul calculate operations costs, etc. This topic will be revisited at a later meeting.

- g. Budget
- h. Financial Reports

Dave reviewed the Budget and Financial Reports with the Board.

7. Comments from Board Members

There were no comments.

8. Adjournment

The meeting was adjourned at 6:38 p.m.